

ADDENDUM TO RFP

EAST DUBLIN BOULEVARD-NORTH CANYONS PARKWAY EXTENSION

Questions and Answers:

- 1. Does City have guidelines available for their Precise Alignment Ordinance**
 - Please review Chapter 7.68 of the City's Municipal Code, "Establishing Right Of Way Lines". It can be accessed at: <http://www.codepublishing.com/CA/Dublin/>
- 2. Is there already a geotechnical study?**
 - No.
- 3. Can the City clarify their needs and expectations for the "Appropriate Level of Environmental Review."**
 - The City is expecting to achieve environmental clearance on the Precise Alignment and is requesting a proposal that can capture this task. The appropriate level of the CEQA document will be determined through the Initial Study. However, given the nature of work and the location of the proposed extension project, it is appropriate to assume that at the minimum, a Mitigated Negative Declaration or an EIR would be needed.
- 4. The RFP says a contract will be issued with the selected consultant for Sept 2016 to June 30, 2017. The Scope of Work says a separate Scope of Work will be required from selected consultant for the EIR, assuming one will be required. Can we assume this separate scope would have a separate budget and an extended time of contract?**
 - Correct, if an EIR is needed, this will be added to this contract as an amendment and will include an additional scope of work, budget, and timeline.
- 5. What aerial mapping (planimetric or orthophoto) does the City have available for Preliminary Engineering Study.**
 - The City's aerial map accuracy is as follows:
RMSE_x or RMSE_y: 1.00 ft
RMSE_r: 1.41 ft
NSSDA (95%): 2.5 ft
- 6. The budget for the project is to include hours for agency and stakeholder coordination. This is somewhat difficult to estimate until the project begins and initial input is received from stakeholders. Can this portion of the budget be an estimate amount with final budget confirmed as Task A progresses?**

Can the Project Budget to be included in the proposal be an approximate budget, with the Fee for Consultant's Services submitted in a separate sealed envelope, to be opened upon selection of the preferred consultant? This is consistent with QBS practices for selection of Design Professionals. Given the complexities of the project and the involvement of multiple stakeholders, this will allow the scope and fee to be confirmed by the City with the selected consultant after selection of the consultant.

Can the City clarify their expectation for the Proposed Project Budget; is the City seeking a total lump sum proposed project budget or individual staff/hours/tasks?

It is unusual for fee proposals to be included with the main proposal document. Should the main proposal include a breakdown of hours without any rates, whereas the full fee spreadsheet be included in a separate, sealed envelope?

(The above variations of questions related to the rate and budget requirements were asked. The answers below address these questions)

- Please provide both a rate schedule for individual staff rates; as well as a proposal for the number of hours, by task and staff person, you anticipate needing to complete this project.
 - This RFP asks each proposer to project, to the best of their ability, what a budget would look like for all tasks required to complete this assignment.
 - The rate schedule should be submitted as part of your submission.
- 7. We assume that, under Conflict of Interest, if the consultant is currently providing technical services to the City of Dublin, this will not in itself be considered a conflict of interest.**
- A conflict of interest will not arise from providing services to the City under another contract.
- 8. Under invoices, time sheets are required to be submitted with each invoice for all staff, including subconsultants. This may involve significant number of timesheets during peak periods of service. Other public agencies permit the submission of spread sheets showing hours worked by staff member on your project each day, in lieu of copies of actual time sheets.**
- A summary report will need to be attached to each invoice. This summary report will need to break down all hours by employee.
- 9. The RFP indicates the Proposal shall be submitted on 8 ½ X 11; may the consultant use 11X17 for tables, charts and graphics/exhibits?**
- Yes, this is acceptable – please submit these pages bound and folded within your submission.
- 10. Is double-siding permissible in the proposal provided the 30-sheet page count is not exceeded, or must entire RFP be single-sided.**
- Each proposal shall be limited to a maximum of 30 pages, **single-sided**, using minimum 12 point font size. Page limit excludes a table of contents, tabbed dividers, and resumes for Consultant's team.